

Present: Alderpersons Kathleen Thurow, Heather Kierzek, Bryant Hazard

Absent: None.

Also Present: City Clerk Brenda Zeman, Interim Police Lieutenant Ryan Labroscian, Finance Director Julie Ostrander, Mayor Rob Nelson, Administrator Casey Bradley

Citizen Present: None

The meeting was called to order by Chairman Kathleen Thurow at 8:00am, with roll call and noting compliance with the Open Meetings Law.

Motion by Hazard second by Kierzek to approve the November 15, 2022, minutes. Motion carried unanimously.

Motion by Kierzek second by Hazard to approve the agenda. Motion carried unanimously.

Action Items:

- a) Review and recommendation to the Common Council on approving the Temporary Liquor License (aka Picnic License) for the Baraboo Theatre Guild, Bootlegger's Ball, 1-7-2023.

Ryan Labroscian noted there were no concerns.

Motion by Kierzek seconded by Hazard to approve. Motion carried unanimously.

Discussion:

- a) Strategic Plan assignments –

Administrator Casey Bradley presented the Strategic plan with the committee responsibilities summarized and described the process to completion strategies. He boiled down the list into standing committee assignments described in more detail the 15 items tasked to the committee and some of the organizational challenges. The Administrative Committee alders will review these Strategic Plan summarizations to determine meaningful metrics and consolidate items into like categories for the appropriate Department Head. Casey will describe and delegate the roles and responsibilities for the summarized items at the next Department Head meeting on Wednesday December 14th thus starting the process. The Strategic Plan will be a standing item on the agenda until completed.

Information Item(s):

- a) Date and time of next meeting: Tuesday, January 10, 2023, at 8:00AM.

Motion to adjourn by Hazard, seconded by Kierzek at 8:44 AM and unanimously carried.

Respectfully submitted, Julie Ostrander, Finance Director